

Compulsory Attendance**

The district attendance policy demonstrates our commitment to ensure that each student has the best opportunity for academic, social and personal success. Studies show that students whose attendance is regular and consistent beginning in elementary school achieve higher academic goals, greater employment opportunities and wages, and express greater personal satisfaction.

When students are late or absent, they miss important learning opportunities that are only available in school. When schools and families partner to ensure consistent daily attendance, students learn critical lifelong skills of responsibility, punctuality and self-discipline. Our policy reflects our belief that students benefit most when they are at school every day on time.

Definitions:

To provide clarity and consistency throughout the district, the following definitions are adopted:

1. “Irregular attendance” is defined as failure to be enrolled or failure to attend school and/or having eight or more unexcused half-day absences in any four-week period. A student who has irregular attendance is out of compliance with Oregon state compulsory education law.
2. “Truant” is defined as any absence from school without parent consent, or leaving campus any time during the school day without following district procedure.
3. “Habitual absence” is defined as a student whose combined excused and unexcused absences exceed eight percent of all school days year-to-date. A student who is habitually absent may be in compliance with Oregon state compulsory education law, however their accumulative absences fail to meet Federal attendance requirements.
4. “Grading period” is defined as one class period at the high school and middle school levels, or one-half of the school day for students at the elementary level.
5. “Significant part of the day” is defined as being absent or arriving late such that the student was present less than 80 percent of the grading period.

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1. **Duty to Send Students to School:** Every person having legal control of a student between the ages of 7 and 18 years who has not completed the 12th grade is required to enroll and ensure the attendance of such student in a full-time program during the entire school year at the designated school within the attendance area.

2. School Attendance Required/Age Limits: Except when exempt by law, all students between the ages of 7 and 18 years who have not completed the 12th grade are required to attend regularly and full-time at the designated school within their attendance areas.
3. Exemptions from Compulsory School Attendance: A student may be exempt from compulsory school attendance as follows, in accordance with Oregon Revised Statutes:
 - a. Students between 16 and 18 years of age who are employed full time; employed part-time and attending school part-time; attending a community college; or an alternative education program as defined in state law.
 - b. Students attending private or parochial schools that provide a program equivalent to that of the public schools.
 - c. Students who registered with the Education Service District as being taught by a parent or legal guardian in the student's home.
 - d. Students demonstrating knowledge to the satisfaction of the Board that they have acquired knowledge equivalent to that taught in grades 1-12 in the public schools.
 - e. Students taught by a private teacher for a period equivalent to state public school requirements.
 - f. Students whose mental or physical condition makes their presence in school or travel to and from school impossible or dangerous shall be provided, at the district's discretion and in compliance with P.L. 94-142, suitable instruction at home, in a state or regional facility or institution, or in some other suitable setting.
 - g. Students otherwise excluded from attendance as provided by law.
 - h. Students excluded by Oregon Administrative Regulations or the district policy for health purposes or incomplete immunization records.
 - i. Students who have been suspended (not to exceed school days) or expelled (not to exceed one calendar year) as provided in state law.
 - j. An emancipated minor student or student who has initiated procedure for emancipation under Oregon Revised Statutes.
4. Absence from School
 - a. Who May Excuse an Absence: Only a building administrator or designated district employee may excuse an absence, and only when it meets local, state or federal requirements.
 - b. All requests to excuse an absence must be made by the parent or legal guardian and received by the school attendance designee.
5. Excused Absence: Excused absences must meet one of the following criteria:
 - a. Oregon State Law defines an "excused absence" as:
 - (1) Student illness or injury;
 - (2) Illness of a family member;
 - (3) The death of a family member;
 - (4) Family emergency of an unforeseen nature;
 - (5) Medical (dental) appointments subject to confirmation;

In addition, the following absences will be excused by the school building administrator or their designee:

- (1) Absences required by court order;
 - (2) Participation in school-sponsored activities or district-approved functions
 - (3) Religious education as per Board policy JEFB, or holy day(s)
- b. Absences for any other reasons must be pre-arranged with the school administrator or their designee who will determine if the request meets district regulations for an excused absence. In cases where the absence could not be pre-arranged, the request for the absence to be excused must be received following the student's return to school.
- c. Requests to approve extended absences (those absences exceeding three consecutive days) will be reviewed by building administrator. Absences are not automatically excused when a parent provides notice. The student's attendance record of the current school term will be reviewed. If the request is in the first four weeks of the term, the prior term's attendance will be reviewed. Students with irregular and habitual absences will not be eligible for pre-excused absences as these students are already out of compliance with state or federal attendance requirements.
6. Unexcused Absence: Any student who is absent for a significant part of the daily grading period will be unexcused if any of the following conditions apply:
- a. The student was truant;
 - b. The absence does not meet the requirements to be an excused absence under the district policy or administrative regulation.

7. Intervention and Enforcement

Regulations and procedures will be adopted to provide intervention to students and their families who are out of compliance with Oregon state compulsory education laws and the district attendance policy. Regulations and procedures will be adopted to provide enforcement when intervention fails to improve a student's attendance.

END OF POLICY

Legal Reference(s):

[ORS 153.018](#)

[ORS 163.577](#)

[ORS 336.615 - 336.665](#)

[ORS 339.010 - 339.090](#)

[ORS 339.260](#)

[ORS 339.925](#)

[ORS 339.990](#)

[ORS 807.065](#)

[ORS 807.066](#)

[OAR 581-021-0026](#)

[OAR 581-021-0029](#)

[OAR 581-021-0071](#)

[OAR 581-021-0077](#)